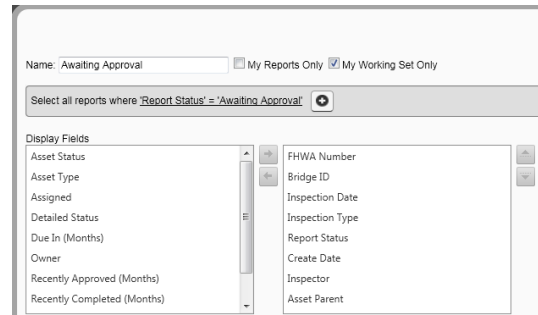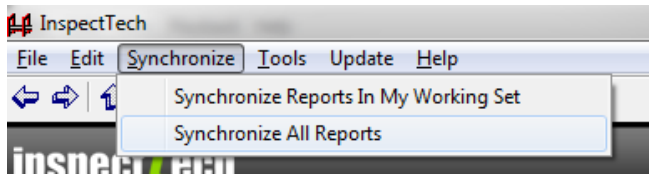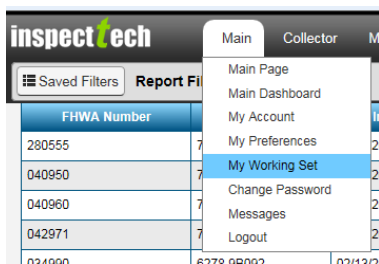**Managing Your Working Set**

Working sets streamline the synchronization of assets from the server to the laptop (and vice versa). The working set feature limits the amount of assets accessible by a user or role. Working sets can be assembled by system administrators or by the users themselves, depending on permission levels. This feature is specifically used on a laptop or tablet in the field, cutting download and upload time significantly.  Users simply synchronize their laptop with their own working set. Working sets are also reflected in a user's dashboards and filters.
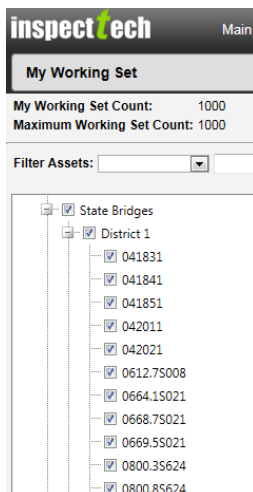


1. While in the SIIMS web application, select *Main* > *My Working Set*.
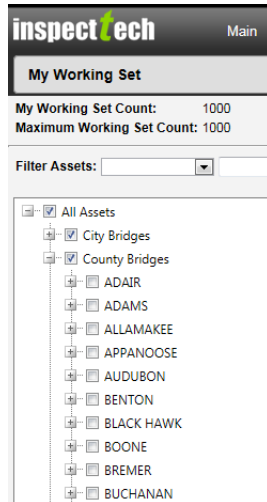


2. You can expand the asset tree to select or deselect the parent asset groups or individual assets you want to add or remove from your working set.
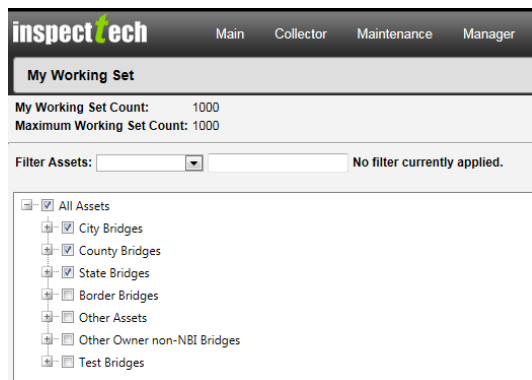
   Select the checkboxes next to assets to include them in your working set.
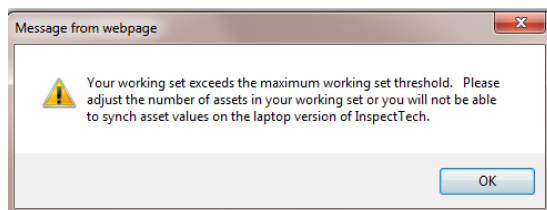
3. Clear the checkboxes to exclude the asset(s) from your working set.



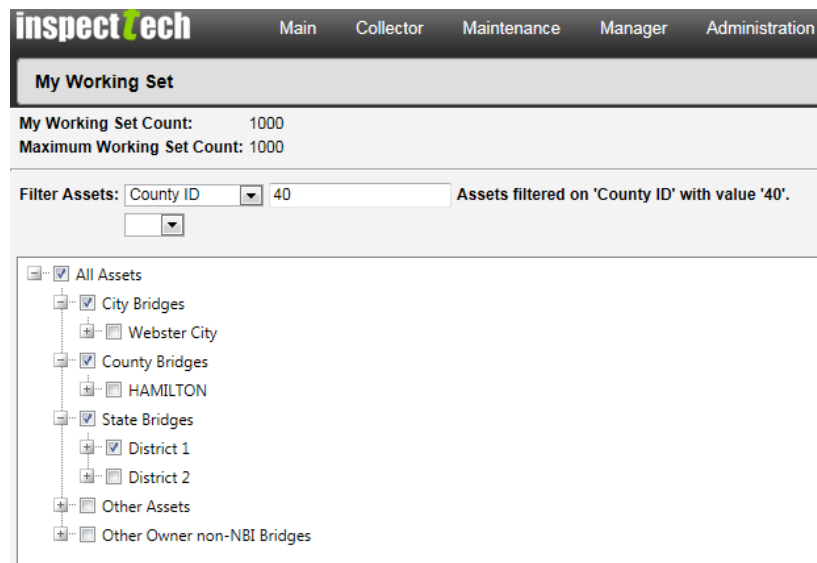4. The *My Working Set Count* will change accordingly.



5. If the current working set exceeds 1000, the maximum threshold, a message will display.



You will not be able to use the laptop version until your working set is below the threshold.  The login process will fail.

6. The use of the filter feature can also aid in selecting a specific asset or group of assets.



The asset tree will show all parent assets groups with structures that meet the set criteria for the filter.